

**Town Centre Partnership
Meeting 21 January 2011**

MINUTES

Present	Liz Chandler (LC)	Natures Corner (Chair)
	Peter Atkinson (PA)	Chamber of Commerce
	Mag Williams (MW)	Kennet Centre Manager
	Malcolm Bull (MB)	MD Rivar Property
	Brian Burgess (BB)	Newbury Retail Association
	Una Carr (UC)	Newbury College
	Patrick Griffin (PG)	Chamber of Commerce Property Group
	Jeremy Holden-Bell (JHB)	Newbury Society
	Jonathan Hopson (JJH)	Camp Hopson
	Tom Rossiter (TR)	Solicitor
	Julian Swift-Hook (JSH)	NTC (Vice Chair)
	James Allen (JA)	Hoggit & Hoof
	Dave Milson (DM)	Town Centre Inspector
	Maurice Elliott (ME)	TCP Treasurer
	Pamela Bale (PB)	West Berks Council
	John Hampson (DJH)	Newbury Weekly News
David Blake (DB)	Newbury Sound	
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In Attendance	Nick Carter (NC)	WBC Chief Executive
	Jayne Mills (JM)	WBC Economic Development Officer
	Jeff Beck (JB)	WBC Member
	Caroline Paus (CP)	Events Manager
	Keith Ulyatt (KU)	WBC PR Manager
	Graham Hunt (GH)	NTC (CEO)
	Andy Day (AD)	West Berks Council
	Mark Cole (MC)	West Berks Council
	Mike Nisbet (MN)	S.L.I.
	Chris Rice	Camp Hopson Facilities & Security Manager
Apologies	Norman Fryer-Saxby , Michaela Briggs , Steve Brind , Roger Hunneman , David Appleton, Nicola Butler, Hemant Amin, Ruth Cadiot, Nick Giles	

Minutes of last meeting

The draft minutes of the meeting held on 19 November 2010 were accepted as a true and correct record subject to the following amendments
Newbury college students had not been involved in judging the best dressed Shop competition
Feel Good Fortnight is funded by the West Berks Partnership

Matters Arising

Newbury Magistrates Court will not close and will sit on 5 days.

CCTV

AD reported that 20 of the 24 cameras are operational and being monitored from Windsor. Better quality images are being obtained at half the cost of the previous system. 2 cameras are on order from Heritage Cameras and the problems with Virgin Media regarding the 2 cameras in Greenham are close to being resolved. 15 cameras have full telemetry controlled from Windsor. 11 cameras have been decommissioned. A safety audit has been carried out. DM questioned the wisdom of publishing the location and scope of the cameras and this will be given further consideration. AD confirmed that the integration of the Shopsafe / Pubwatch schemes will be addressed once the cameras are fully operational. DM said that there would be discussions regarding the future organisation of these schemes.

Parkway

MN reported that the bad weather had caused some problems but the development is on schedule for completion in October 2011. Work on the concreting and steel frames has been completed. The unit to be occupied by Debenhams has passed a pressure loss test. Over 1 million man hours have been worked with only three reportable accidents. Planning approval has been obtained to alter the design of some units to accommodate another anchor tenant. Lettings are proceeding well with competition for some units. It is hoped that a Centre Manager will be appointed shortly who will attend TCP meetings. JSH asked whether a sprinkler system will be installed. MN explained that where sprinklers are required they will be installed but not throughout the development. JSH observed that the TCP was not represented at the recent planning meeting and asked whether it should be commenting on applications. MB agreed that there could be more debate on planning matters. PG pointed out that the local authority would need to add the TCP as a consultee if it is to formally comment.

Events & Communication

CP outlined last year's events which had all received positive feedback. Budget constraints will limit events during 2011. A small Valentines event will be arranged. West Berks Partnership is funding Feel Good Fortnight. This will consist of about 140 events beginning with the Chefs Challenge on 9 April. The Sealed Knot is staging a re-enactment of the Battle of Newbury at the showground in May. There will be a re-enactment of the making of the Newbury Coat on 25/26 June. These events are being funded by Greenham Common Trust possibly helped by commercial sponsorship. The Halloween Hulabaloo is likely to be repeated in October and the Corn Exchange hope to stage outdoor events in May and September. The committee expressed appreciation of the support Nick Giles has given the TCP and wish him every

success in his new role. JA said that the Hoggit & Hoof had opened in November and he has been very impressed with the events and hopes that awareness can be increased. BB thanked CP for all her hard work. There was discussion about the Waterways Festival which will become a bi annual event. JSH asked if there will be any merchandise produced marking the Newbury Coat. JJH said this is being considered but may not be possible. PG explained that some TCP funding may have to be diverted from events to the BID. It is hoped that Greenham Common Trust will support some events.

DJH reported that a communications strategy has been agreed. A web strategy is needed to coordinate the various websites and produce a comprehensive calendar of events. Entries are invited for the Pancake Race.

Town Centre Traffic Flow

MC reported that the majority view in the consultation was that buses should be removed from Northbrook St. In order to achieve this Parkway Bridge will have to be restricted to public service vehicles, taxis and cycles. There will be appropriate signage and number plate recognition cameras to help enforcement. Traffic will be permitted in the pedestrianised area from 5.00 pm., an hour earlier than present. Licenses have been granted for tables and chairs in the Market Place but have not been used. To facilitate the use of the Market Place the taxi rank will be relocated to the Wharf. The number of taxi rank spaces will be increased from 28 to 44. The Readibus will still be able to stop at the north end of Northbrook St exiting via West St. The introduction of these changes will have to be as a 'big bang' because of their interdependence and the need for new traffic regulation orders. The actual date will be agreed after consultation with SLI but will probably be either the week before or the week after Parkway opens. Several members of the committee emphasised the importance of communicating these changes well in advance. KU anticipated that the Communications group will deal with this. JJH suggested that Christmas parking could be incorporated. MC confirmed that the new car park signs (VMS) on the approaches to the town will indicate the number of vacant spaces. DB said that local radio has a role. JSH asked whether there would be a period of grace before the new regulations are fully enforced. No decision has been made.

Finance & Strategy

The financial reports have been circulated. Queries to be directed to ME

BID Group

PG reported that the Bid Group had met on 20 Jan. Funding of £44k has been secured. Interviews for a BID consultant have taken place and the position has

been offered and accepted. An advertisement for a BID manager has been drafted which will be discussed with the consultant and probably placed in the NWN and on the ATCM website. A good response is expected. It is hoped that a local organisation will be able to donate office accommodation. Newburybid.com has been retained and can be developed by the manager. CP is preparing a press release in conjunction with DJH. Indications are that £44k will be insufficient so further sponsorship will need to be sought.

Police Report

DM reported that crime overall is down. There had been high profile policing over the Christmas period. 14 shoplifters were arrested. New Years Eve was relatively quiet. The problems encountered around Bartholomew Street south appear to have abated for the moment. This is the result of robust policing and some evictions. The focus is on car crime and burglaries which are increasing. Some arrests have been made in the industrial area.

Vision 2025

MB will arrange a meeting soon. This could be a suitable forum to consider major planning applications.

A CIC Board Meeting will be held on 4 February. Any agenda items to be submitted to MB.

Accessibility/Parking/Transport

A meeting will be held in February

Safety and Security

A meeting was held on 12 January 2011 and the notes were as follows:

- CCTV transfer status was discussed at length. Still in transition mode. The amount of negative public comment on progress is not in the public interest. At time of meeting there are still issues with full transfer and effective integration with Pubwatch / Shopsafe. There was concern expressed at timing of the move. There appears to be an over-reliance on publicly provided CCTV. It was agreed that best way forward is to accept where we are and give the project team (which has worked massively hard throughout – thanks expressed to Susan) to keep driving towards the anticipated full solution. Managing separate communications is taking time from the project team and their management, with little benefit. Once transfer is complete there needs to be further publicity on what is being provided and how it is an improvement over what existed before.

- Safe Haven is implemented but as yet no call for its execution. Looking to extend.
- Shopsafe. Thanks expressed to Sharon. Will need new co-ordination in place from April, but not through a specific post.
- Pubwatch. Largely self-administering. Needs a more disciplined approach to radio usage once fully linked with Windsor.
- Bartholomew Street South asb. Has reduced and seems to have been an operational job well executed.
- Noted that TVP are keeping going with good publicity campaigns, which are being covered in the media. This in turn positively reduces role of this Sub-Group.
- No lessons to learn for next Xmas – more of the same.
- Remembrance Sunday parade is giving increasing concerns on crowd safety as numbers increase each year, and get held at a pinch point. Discussions underway with Royal British Legion on ways to alleviate it.
- Police restructuring is unlikely to have any direct impact on operational resourcing within Newbury and may even be a positive, with more control at local level over Town Centre resourcing.
- Agreed that we should keep “Purple Flag” award – or at least its principles, in mind, until there are resources available to fund an application.
- Publicity
 - Press Release announcing the group, why we exist, good things so far, Arquiem atmosphere was published
 - Agreed that DM will progress a NWN piece on a Town Centre PCSO.
- Notes from second meeting were agreed as accurate and all relevant points progressed.
- AOB:
 - Town Centre NAG is progressing usefully – with priorities being reviewed
 - Some operational policing discussions on current crime

Newbury T.C.

GH confirmed that the £4k contribution to the TCP will be maintained. The continental market and Christmas light switch on were successful with some shops staying open late. The results of the hydrological survey are expected at

the end of January. Work on the skate park and playground is proceeding. The state of the wall along Parkway continues to be of concern. Proposed flood alleviation work around Victoria Park is being considered as it may have a severe visual impact on the park. Discussions have begun about moving the bus shelters from Northbrook St to Parkway. The 2011 Christmas light switch on will be on 25 November. This will be integrated with Parkway.

West Berkshire Report

NC reported that some remedial work will take place in Bartholomew St, Northbrook St and Market Place. This will be between mid February and mid March. Some road closures may be necessary. PB reported that the lighting of the Clock House has been completed. Bayer car park is no longer available to the public on Saturdays.

Newbury Retail Association

All matters had been covered under the agenda. The NRA constitution is still under consideration.

AOB

BB understands that circulation of the Newbury Advertiser has been cut and in future may only be available from retail outlets. LC will seek clarification from DJH

Next Meeting

18 February at West Berks Council

Proposed Dates for future meetings (all Fridays 9.30-11.30am)

18 March 11

15 April 11

20 May 11

17 June 11

15 July 11

19 August 11

16 September 11

21 October 11

18 November 11